

100 - *Personnel Policy*

LEGISLATION PERTINENT TO PERSONNEL ADMINISTRATION

Subject	Citation	Identification	Source	Reference
1. BASIC CIA AUTHORITIES				
CIA Act of 1949	P.L. 110, 81st Congress	Establishes seal of office and defines authorities for procurement, education and training, travel, allowances, etc.	PRDS Public Law Book (C)	
National Security Act of 1947	P.L. 253, 80th Congress	Creates Central Intelligence Agency.	PRDS Public Law Book (C)	
Appointment of DDCI	P.L. 15, 83rd Congress	Provides for DDCI authorities and contains sections on military status.	PRDS Public Law Book (C)	
Amendment of Sec. 9 of CIA Act of 1949	P.L. 697, 81st Congress	Provides that minimum salaries for incumbents of 3 professional and scientific positions will be \$13,500.	PRDS Public Law Book (C)	
Agency Employment of Retired Officers	P.L. 53, 82nd Congress	Authorizes CIA to hire and pay 15 officers retired for longevity without regard to Act of 1894 as amended.	PRDS Public Law Book (C)	
2. CIVIL SERVICE				
Civil Service Act	Act of Jan. 16, 1883 (22 Stat. 403)	Establishes CSC and competitive service.	Z1-21, FPM	
Sec. 6 of Reorganization Act of 1949	P.L. 109, 81st Congress	Prescribes functions of Chairman and Executive Director, CSC.	Z1-24.01, FPM	
Ramspeck Act	5 U.S.C. 631	Authorized President to cover in a large number of positions in competitive service.		Ch-2, FPM
Exclusion of Positions from Competitive Service	54 Stat. 1211	Excludes all TVA positions from competitive service.		Ch-36, FPM

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Subject	Citation	Identification	Source	Reference
Definition of Classified Civil Service	5 U.S.C. 679	Defines employees in classified civil service as including all persons who have been or who hereafter may be given a competitive status with or without competitive examination by legislation or civil service rule.		Ch-2, FPM
Administrative Procedures Act	P.L. 404, 79th Congress	Provides for certain CSC activities including inspection, hearing examiners, etc.	Departmental Circular 584, PRDS Library	
3. CLASSIFICATION AND COMPENSATION				
Classification Act of 1949	P.L. 429, 81st Congress	Provides uniform plan for classification of positions, rates of basic compensation in Federal service, step-increases and management improvement awards.	Z1-61, FPM and PRDS Public Law Book (C)	
Federal Employees Pay Act of 1945, as amended	P.L. 106, 79th Congress	Provides for overtime compensation, night differentials, holiday pay and basic workweek	Z1-107, FPM	
Increased Compensation for Federal Employees	P.L. 201, 82nd Congress	Amends Classification Act of 1949 by increasing compensation for GS and CPC grades and increases compensation for various positions in legislative and judicial branches.	PRDS Public Law Book (C)	
Retroactive Payment of Increased Compensation	P.L. 375, 82nd Congress	Permitted CIA to make retroactive payment of increased compensation administratively authorized by DCI pursuant to general increase authorized by P.L. 201, 82nd Congress.	PRDS Public Law Book (C)	
Increased Compensation for Heads and Assistant Heads of Federal agencies	P.L. 359, 81st Congress	Authorizes President to prescribe salary of Executive Secretary of NSC, DCI and DDCI	PRDS Public Law Book (C)	

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Exemption from Classification Act	P.L. 330, 80th Congress	Excludes certain interns and student employees of Federal hospitals from Classification Act - and other laws re compensation and benefits.	Z1-113, FPM	
Territorial Differentials and Cost-of-Living Allowances	P.L. 491, 80th Congress P.L. 862, 80th Congress	Prescribes additional compensation for certain Federal employees serving in Alaska or outside continental U. S.	Z1-115, FPM	
Effective Date of Position-Classification Actions	Sec. 36.1, 63 Stat. 971	Provides that classification actions will become effective on date of approval or approved subsequent date, etc.		P2-23, FPM
4. EMPLOYMENT AND PROMOTION				
Whitten Amendment	Sec. 1310 of Suppl. Appropri. Act of 1952 (P.L. 253, 82nd Cong.) as amended by Sec. 1302 of P.L. 375, 82nd Congress	Requires temporary or indefinite appointments and temporary promotions unless Sept. 1, 1950 level of positions in Agency not exceeded.	Z1-29, FPM and PRDS Public Law Book. (A)	
Administration of Oath of Office	Sec. 206 of Act of Jan. 26, 1943 (5 USC 16a)	Provides for administration of oaths by designated persons.		A6-33
Citizenship Requirements for Employment	Sec. 202 of Independent Offices Appropriation Act of 1948	Requires that no compensation may be paid to U. S. employee unless his post is outside U. S., he is a U. S. citizen or owes allegiance to U. S.		A6-21, FPM

Subject	Citation	Identification	Source	Reference
Proof of Residence	Act of July 11, 1890, as amended by Act of May 15, 1937	Requires applicants for positions in apportioned departmental service to submit proof of residence.		A6-25, FPM
Employment of Older Persons	P. L. 455, 82nd Congress	Stipulates that no limitations will be imposed on maximum age for appointment to competitive service except for positions CSC designates provided that persons age 70 and over will be given temporary appointments in service.	Departmental Circular 702, PRDS Library	
Reemployment of Reservists after Training Duty	P.L. 153, 80th Congress	Provides for reemployment of reservists and members of National Guard who are ordered to active duty at their option or for training period in excess of period of military leave.		R6-2, FPM
Restoration of Korean Veterans to Registers for Probational Appointment	P.L. 121, 83rd Congress	Requires restoration under certain conditions of Korean veterans to registers for probational appointment.	Departmental Circular 726, PRDS Library	
5. SEPARATIONS, SUSPENSION AND RESTORATION				
Removal Rights	U.S.C. 1946 Edition, Title 5, Sec. 652	Prescribes removal rights of Federal employees.	Z1-99, FPM	
Restoration to Duty	P.L. 623, 81st Congress	Provides for restoration or reinstatement of employees who were unwarrantedly removed or suspended without pay.		
6. LEAVE AND HOURS OF WORK				

Subject	Citation	Identification	Source	Reference
Annual and Sick Leave Act of 1951	P.L. 233, 82nd Congress	Contains provisions on the accrual of annual and sick leave and specifies Foreign Service home leave and maxima accumulations.	PRDS Public Law Book (L)	
Reduction of Excess Annual Leave	P.L. 102, 83rd Congress	Provides for gradual reduction of annual leave in excess of defined maxima.	PRDS Public Law Book (L)	
Leave Rights of Employees Entering Military Service	5 U.S.C. 61a	Permits employees entering military service after May 1, 1940, to receive compensation covering leave or to elect to have leave remain to their credit.		L1-3, FPM
Terminal Leave from Armed Forces	P.L. 226, 79th Congress	Provides for payment of terminal leave from armed forces concurrently with civilian service.	Compilation of Civil Service Preference, Retirement and Salary Classification Laws, PRDS Library p. 404	
Designation of Beneficiary for Unpaid Compensation, Including Leave	Act of Aug. 3, 1950 (64 Stat. 396) as amended by P.L. 102, 83rd Congress	Provides for designation of beneficiary to receive unpaid compensation, including payment for annual leave, and for payment according to order of precedence if no beneficiary is designated.		L1-3, FPM
Military Leave	P.L. 153, 80th Congress	Military leave (training) is provided to permanent and temporary-indefinite officers and employees who are members of military reserve organizations.	Compilation of Civil Service Preference, Retirement and Salary Classification Laws, PRDS Library, p. 501	

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Court Leave	P.L. 676, 76th Congress	Provides for leave of absence with pay for U. S. employee who is called upon for jury service.	Compilation of Civil Service Preference, Retirement and Salary Classification Laws, PRDS Library, p. 252	
Lump-Sum Leave	P.L. 525, 78th Congress as amended by P.L. 102, 83rd Congress	Provides for lump-sum leave of accrued annual leave and for refund if he reenters employment prior to expiration of period covered by leave payment.	Compilation of Civil Service Preference, Retirement and Salary Classification Laws, PRDS Library, p. 335.	
Leave Accrual by Part-Time Personnel	P.L. 316, 81st Congress	Provides that temporary and part-time employees earn pro-rata leave.	Compilation of Civil Service Preference, Retirement and Salary Classification Laws, PRDS Library, p. 628	
Basic Workweek	5 U.S.C. 673	Provides for basic workweek of not more than 40 hours for employees in trades whose compensation is set by wage boards and authorities.		H2-1, FPM
7. RETIREMENT				
Civil Service Retirement Act of 1930, as amended	Print of basic laws and amendments	Establishes Civil Service Retirement system; defines employee coverage, eligibility conditions, types of annuities, creditability of service, etc.	PRDS Public Law Book (R)	
Creation of Kaplan Committee (Retirement Study Commission)	P.L. 555, 82nd Congress	Establishes the Committee on Retirement Policy for Federal Personnel to study all Federal retirement programs and to make appropriate recommendations.	PRDS Public Law Book (R)	

Subject	Citation	Identification	Source	Reference
Social Security Act Amendments of 1950	P.L. 734, 81st Congress	Contains extensive amendments of Social Security Act, including S.S. coverage of temporary and indefinite Federal employees.	PRDS Public Law Book (R)	
8. EMPLOYEE BENEFITS				
Federal Employees Compensation Act	P.L. 357, 81st Congress	Contains provisions concerning waiting period, basic disability benefits, scheduled awards, augmented benefits for dependents, burial payments, death benefits, computation of pay, etc.	PRDS Public Law Book (E)	
Health Programs	P.L. 658, 79th Congress	Provides for the establishment of public health programs in Federal agencies.	PRDS Public Law Book (H)	
9. MISSING PERSONS				
Missing Persons Act	P.L. 490, 77th Congress	Authorizes the continuance of the pay, allowances and allotments of persons (civilian or military) missing-in-action.	PRDS Public Law Book (M)	
Amendments to Missing Persons Act	P.L. 848, 77th Congress	Contains various amendments to the MIA Act (P.L. 490, 77th Congress) including provisions on authorization of allotments and review of MIA status.	PRDS Public Law Book (M)	
Continuation of Missing Persons Act	P.L. 16, 83rd Congress	Continues MIA Act until 1 February 1954.	PRDS Public Law Book (M)	
10. PERFORMANCE RATING				
Performance Rating Act of 1950	P.L. 873, 81st Congress	Establishes with certain exceptions Government-wide performance evaluation system.	Z1-79, FPM and PRDS Public Law Book (P)	

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11. VETERANS				
Veterans Preference Act of 1944, as amended	Act of Jan. 27, 1944 (5 U.S.C. Sup. 851, et seq)	Establishes veterans preference for appointments, placement on registers, RIF rights, and right of appeal of adverse actions.	Z1-25, FPM	
Veterans Vocational Rehabilitation Program	P.L. 16, 78th Congress	Establishes vocational rehabilitation program for veterans of WW II who have incurred service-connected or service-aggravated disabilities.		V2-1, FPM
12. EMPLOYEE CONDUCT				
Receipt of Compensation from Other than U. S.	P.L. 772, 80th Congress	Prohibits receipt of salary in connection with service as Government employee from source other than U. S. except as may be paid by state or local unit.		C2-27, FPM
Gifts to Supervisors	5 U.S.C. 113	Prohibits solicitation of contributions from employees for gifts to superiors and acceptance of such gifts.		C2-27, FPM
Striking Against the Government	P.L. 101, 80th Congress	Prescribes penalty for participating in strike against the Government.		C2-27, FPM
Transportation Requests	P.L. 772, 80th Congress	Imposes penalty for falsely making, altering or forging TR's.		C2-27, FPM
Unauthorized Use of Official Envelopes	P.L. 772, 80th Congress	Prohibits personal use of official mail to avoid payment of postage.		C2-27, FPM
Government Documents	P.L. 772, 80th Congress	Imposes penalty for concealing, removing or destroying records and documents.		C2-27, FPM
Drunkenness	5 U.S.C. 640	Provides for removal of employees habitually using intoxicants.		C2-27, FPM

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13. POLITICAL ACTIVITY				
Hatch Act	CSC Pamphlet 20	Prohibits using official authority or influence for affecting election results, participating in political management or campaigns or having membership in party advocating overthrow of constitutional form of Government.	PRDS Public Law Book (H)	
Change of Employee Status for Political Contributions	18 U.S.C. 210	Prohibits changing an employee's status in any way for giving or failing to give a political contribution.		C2-19, FPM
14. ADMINISTRATIVE EXPENSES AND PROCEDURES				
Administrative Expenses	P.L. 600, 79th Congress	Contains provisions for travel and transportation of effects at Government expense, sale of Government equipment, advertising bids for supplies, meritorious awards, employment of consultants, purchase and maintenance of vehicles, etc.	PRDS Public Law Book (A)	
Administrative Expenses	P.L. 830, 81st Congress	Amends P.L. 600, relative to transportation of persons from dangerous areas and extends provisions on return travel of new appointees from overseas to old employees as well.	PRDS Public Law Book (A)	
15. TRAVEL AND TRANSPORTATION				
Travel Expense Act of 1949	P.L. 92, 81st Congress	Prescribes per diem while in travel status, mileage allowance for travel by private automobile, etc.	PRDS Public Law Book (T)	
Exemption of Household Effects from Duty	P.L. 20, 83rd Congress	Extends until 1 July 1953 period during which personal and household effects brought in U. S. under Government orders are exempt from duty.	PRDS Public Law Book (L)	

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16. MILITARY PERSONNEL				
Serviceman's Re-adjustment Act of 1944	P.L. 346, 78th Congress	Provides for hospitalization benefits and procedures; educational benefits, loans for purchase of homes, farms, and business property; assistance in facilitating veterans employment; re-adjustment allowances, etc.	PRDS Public Law Book (M)	
Career Compensation Act of 1949	P.L. 351, 81st Congress	Provides pay, allowances and physical disability retirement for personnel in armed services and related services.	PRDS Public Law Book (M)	
Armed Forces Reserve Act of 1952	P.L. 476, 82nd Congress	Contains basic provisions relative to reserve components, including mission, organization, appointments and enlistments, duty, pay, allowances and benefits, civil employment, separation and administration.	PRDS Public Law Book (M)	
Army and Air Force Vitalization and Retirement Equalization Act of 1948	P.L. 810, 80th Congress	Provides for advancement of military personnel to retirement lists, and arranges for retirement of reserve officers.	PRDS Public Law Book (M)	
Officer Personnel Act of 1947	P.L. 381, 80th Congress	Contains provisions on the distribution and promotion of military officers, and prescribes selection board organization and procedures.	PRDS Public Law Book (M)	
17. SELECTIVE SERVICE AND MILITARY TRAINING				
Selective Service Act of 1948	P.L. 759, 80th Congress	Contains provisions on authorized personnel strengths, registration, training and service, selection, deferment and exemptions, reserves, separations from service, reemployment rights, selective service system, amendment of Articles of War (court martial, disciplinary actions) etc.	PRDS Public Law Book (M)	

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Universal Military Training and Service Act	P.L. 51, 82nd Congress	Establishes authorized personnel strengths and contains sections on registration, classification, standards of acceptability assignment, enlistments, periods of service, reserves, deferment, etc.	PRDS Public Law Book (M)	
18. SECURITY				
Summary Suspensions	P.L. 733, 81st Congress	Protects national security by permitting summary suspension of employees.	21-101, FPM PRDS Public Law Book (S)	
Full Field Investigations	P.L. 920, 81st Congress P.L. 298, 82nd Congress	Laws under which CSC will make full field investigations of individuals who occupy positions of such a nature that they could have a material adverse effect on national security (such positions are referred to in Sec. 3b. E.O. 10450).		I2-4, FPM
19. MISCELLANEOUS				
Delegation of Authority	P.L. 600, 79th Congress	Permits agency heads to delegate authority to take final action on employment, direction and general administration of personnel.	PRDS Public Law Book (A)	
Foreign Service Act of 1946	P.L. 724, 79th Congress	Contents of Act include the following: objectives, officers and boards, duties, categories of personnel and salaries, appointments and assignments (principal diplomatic representatives, FSO's, FSRO's, FSSO's, alien employees), personnel administration, F.S. retirement, allowances and benefits, etc.	PRDS Public Law Book (F)	
Compliance with CSC Recommendations on Appeals	P.L. 325, 80th Congress P.L. 741, 80th Congress	Mandate employing agencies to take corrective action recommended by CSC on appeal.		